



CITY OF OREM
CITY COUNCIL WORK SESSION
56 North State Street, Orem, Utah
March 4, 2014

*This meeting may be held electronically
to allow a Councilmember to participate.*

4:00 P.M. STUDY SESSION – PUBLIC SAFETY TRAINING ROOM

1. **DISCUSSION – Hunting in Orem City Limits – Karl Hirst**
2. **DISCUSSION – Ethics Commission – Greg Stephens & Heather Schriever**
3. **PRESENTATION – Financial Sustainability Plan – Richard Manning**
4. **DISCUSSION – Monthly Work Sessions – Jamie Davidson**

ADJOURNMENT

This meeting will be for discussion purposes only. The City Council will take no action on any item. Since there is a possibility that more than three Councilmembers will be in attendance, this meeting is being noticed to meet the intent of the Utah Open Meetings Act.

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL CITY COUNCIL MEETINGS.
If you need a special accommodation to participate in the City Council Meetings and Study Sessions,
please call the City Recorder's Office at least 3 working days prior to the meeting.
(Voice 229-7074) (TDD # 229-7037)

This agenda is also available on the City's Internet webpage at orem.org



OREM GENERAL FUND COMPREHENSIVE FINANCIAL SUSTAINABILITY PLAN ("CFSP")

The Comprehensive Financial Sustainability Plan ("CFSP") will be developed for the City's General Fund as a means to link planning processes with implementation strategies over a long-term planning period. The CFSP will provide a tangible benefit to the City and its constituents in at least the following ways:

- Provide a **Road Map** to ensure the City can provide public services and amenities at desired levels of service into the future,
- Ensure the resources necessary to provide these services remain **functionally and fiscally viable** into the future,
- Develop tools and procedures that provide **institutional memory** moving forward as decision-makers and circumstances change, and
- Provide a standard means to both gather input from the staff, elected official and the public; and provide communication of City policy objectives and practices to the these same stakeholders.

An estimated timeline for completion of the Comprehensive Financial Sustainability Plan (CFSP) is shown below.

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JUNE						
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AUGUST						
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Regularly Scheduled City Council Meetings



Date	Task
March 4, 2014	COUNCIL KICK-OFF Meet with the City Council to discuss the project objectives and receive input on key areas of interest. Set up a date for the in-depth vision discussion which will be facilitated by Dan Griffiths of Tanner Co.
Meeting with Council TBD (Est. Late March/Early April) Meetings with Department Heads (Est. April)	STAKE HOLDER INPUT Input from the City Council and Executive Staff is a key component of building a realistic and useful long-range plan. As part of the CFSP process, LYRB will facilitate meetings with both Council and Staff to spark discussion and solicit feedback on the key points of policy. This process helps make the model more accurate, meet the specialized needs of the departments, and build buy-in to a cohesive vision of the City. This section of the process includes both a meeting with the City Council, facilitated by Dan Griffiths, and separate meetings with department heads which will focus more strongly on verifying model data and level of service factors.
Analysis has already begun and should be complete 3 weeks after the Department Meetings (Est. May)	ANALYSIS The Analysis section includes Excel-based modeling which provides interactive use. The impact of decisions can be more fully understood by quantifying potential future impacts based upon the assumptions in the modeling. The modeling begins with current level of service and revenue projections. Additional scenarios will be explored to see the impact of changes in level of service, and other factors.
Est. Late May/Early June	MODEL REVIEW LYRB will meet with City Staff to discuss preliminary findings of the model and to finalize any lingering issues prior to drafting the final report.
Est. Late June	IMPLEMENTATION Based upon the goals & policies, analysis, plans, etc, an implementation plan is developed which includes clear and concise actionable items which the City can implement. This final and critical step ensures that decisions are implemented in a practical manner.
Est. Late June	DELIVERABLES LYRB will prepare a final presentation of the study findings and a report that will be delivered to the City Council. LYRB will also provide the City with a copy of the interactive Excel Model which the City can continue to update and use into the future.